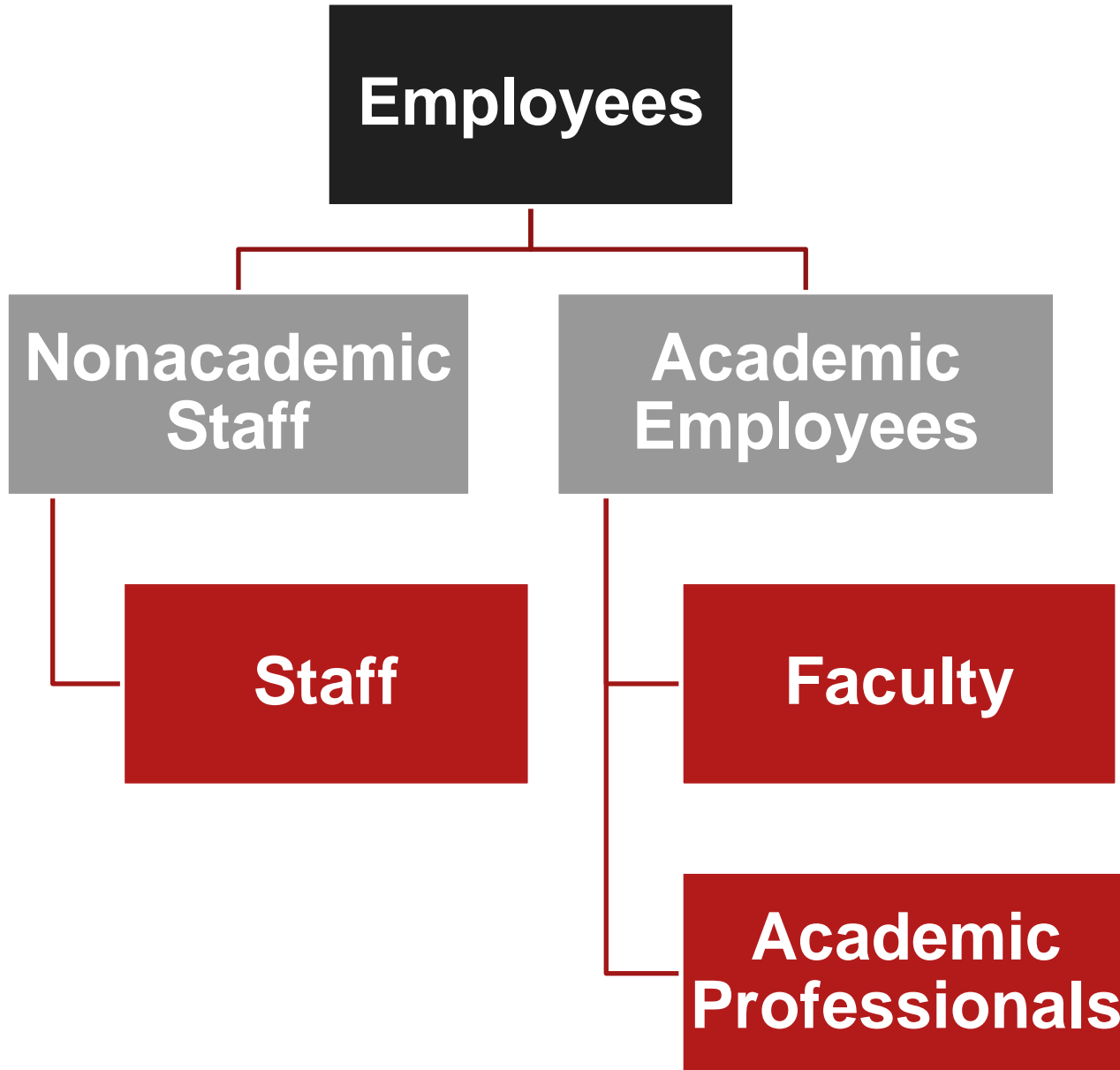
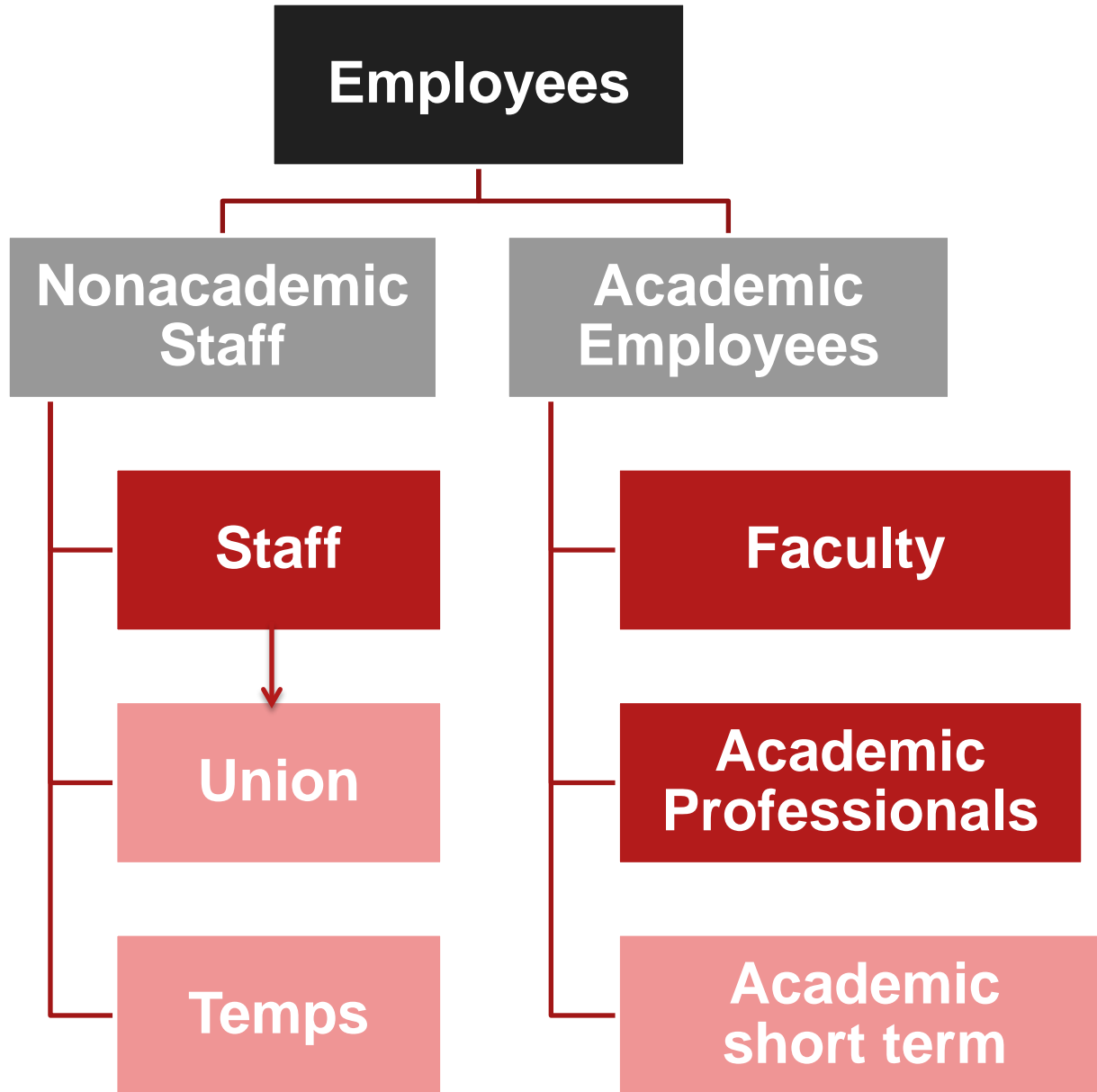


# Counting Employees

**IRP Data Reporting Brown Bag Meeting  
February 24, 2017**









## Staff

- Everyone who isn't listed to the right, but
- Does not include:
  - Students
  - On leave
  - Lay off
  - County extension
  - Temps

## Faculty

- Professorial titles only
- Includes professor +:
  - clinical
  - “of the practice”, research
  - acting
- Includes part-time, on leave

## Academic Professional

- Research titles
- Instructor, lecturer titles
- Extension titles
- Librarian titles

## Academic short term

- Post docs
- Visiting instructional
- Visiting critics
- Adjuncts

**Temp staff:  
includes residents  
& interns**



# Faculty Handbook

## Academic Titles

Academic titles are assigned according to the mix of primary responsibilities at the forefront of the university's core efforts in research, teaching, and extension or outreach (including library). The use of a title may require that an approved position be available.

The following authorized academic titles are primary titles and all appointments thereto are approved by action of the dean, the provost, or the Board of Trustees. Administrative titles, such as dean, director, and provost, are not included and do not by themselves confer academic status. Additional titles are used in the Medical College. Only certain modifiers are approved for use, and each is approved for use only with specific titles. *Adjunct*, *acting*, *courtesy*, and *visiting* are the modifiers. Each may be used with the titles professor, associate professor, and assistant professor. The titles instructor, senior lecturer, and lecturer may be modified only with *courtesy* or *visiting*. The titles senior scholar and senior scientist may be modified only with *visiting*. Only one modifier may be used with a title.

professor	extension associate
associate professor	postdoctoral associate/fellow
assistant professor	teaching associate
university professor	visiting fellow
professor <i>emeritus</i>	visiting critic
professor-at-large	visiting scientist
clinical professor	visiting scholar
associate clinical professor	university librarian
assistant clinical professor	associate university librarian
senior scholar	assistant university librarian
senior scientist	librarian
principal research scientist	associate librarian
research scientist	senior assistant librarian
instructor	assistant librarian
senior lecturer	archivist
lecturer	associate archivist
senior research associate	senior assistant archivist
research associate	assistant archivist
senior extension associate	



# How we count

- **Snapshot**
  - Everyone is counted only once
- **Filled positions, not open positions**
- **Leave is treated differently**
  - Academics on leave are included
  - Staff on leave are excluded
- **FTE, not so much**
  - Used only in the cost allocations in the budget model



# “Jobs” versus “appointments”

Job	Career	Academic	Compensation	Pay	Time Off
<a href="#">Job Details</a>	<a href="#">All Jobs</a>	<a href="#">Job History</a>	<a href="#">Manager History</a>	<a href="#">Management Chain</a>	<a href="#">Organizations</a>

## Job Details

Employee ID	1278131
Organization	Cornell University (Hunter R. Rawlings III (Retired - Active)) >> PRSDR - President's Office (Hunter R. Rawlings III (Retired - Active))
Position	00121302 Provost
Business Title	Provost
Job Profile	10766 - Provost
Employee Type	Fixed Term (With Benefits) (Fixed Term)
Time Type	Full time
FTE	100.00%



# Academics have “appointments”

Job	Career	Academic	Compensation	Pay	Tim
-----	--------	----------	--------------	-----	-----

At A Glance

Current Appointments

Appointment History

2 items

Appointment	Identifier	Track Type	Academic Unit	Academic Rank	Title
Q	Primary - Primary	Faculty Professorial >> Professorial Tenured/Tenure Track	BIOMD - Biomedical Sciences	Professor	Professor
Q	Joint - Joint	Academic Administrative >> Academic Administrative	PRES-ADM - Presidents Office	Provost	Provost





# People doing multiple things

- **Hierarchy of job families**
  - Faculty first
- **Primary appointments used most often**
  - Joint appointments: use primary
  - Executives: counted as faculty in their academic department homes

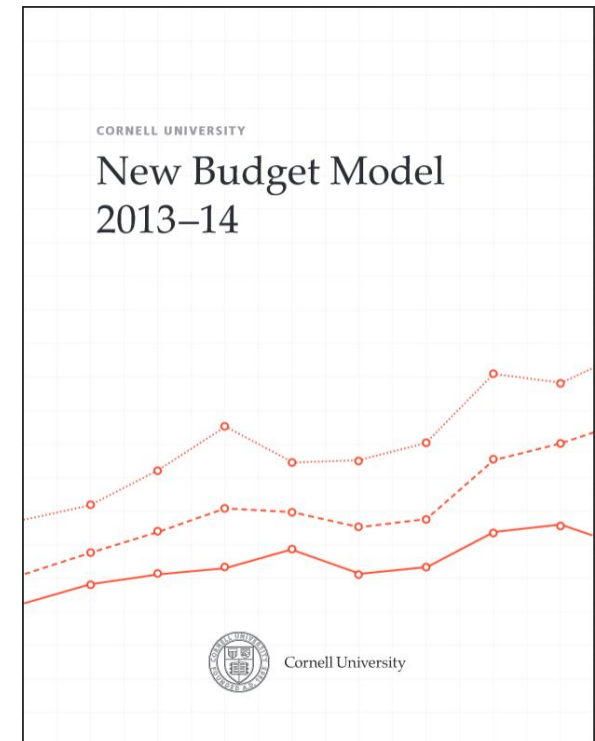


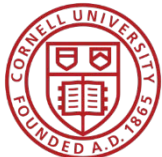
# Why we count: internal purposes

- **Budget Model**
- **Salary Analysis**
- **Strategic Metrics**
- **University Factbook**
- **Academic Program Review**
- **Myriad ad hoc analyses**

Cornell University at its Sesquicentennial

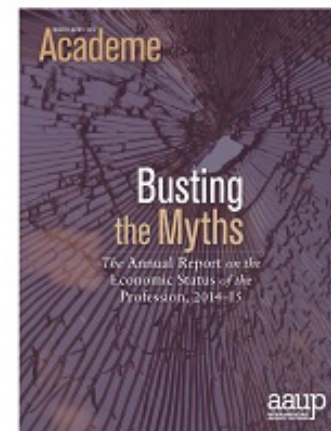
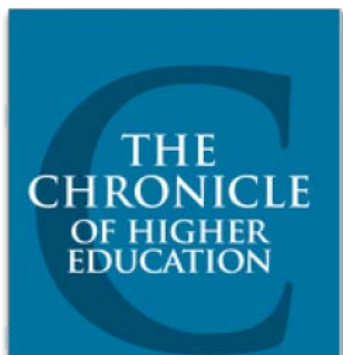
A STRATEGIC PLAN  
2010–2015





# Why we count: external obligations

- Federal Government
- Accreditation
- Rankings
- Publications
- Data Exchanges





## Counting “faculty” for budget model

- **We look at the person serving as “primary instructor” for a class (in PeopleSoft)**
- **Faculty here defined as only the non-modified titles**
- **Primary appointment of faculty is used to the determine the “college of instruction.”**
- **If the person is non-professorial, “college of instruction” is the college that lists the course**



# Counting “faculty” for US News

- **Faculty + everyone who serves as a “primary instructor” for an undergraduate class (in PeopleSoft)**
  - If they are not full-time instructional, they are tallied as part-time
- **We need information on highest degree earned for every one of these faculty**
- **We need compensation data for every one of these faculty**



# Data integrity issues

- **Faculty degrees: important for rankings and salary analyses**
- **Base salary: should really be *base*, not be adjusted for supplements; changes affect analyses**
- **We need appointments, not just jobs**
  - Lapsed appointments
  - Endowed professorships
- **“International” faculty – QS World University Rankings, THE World University Rankings**
  - We don't really know where people are from...



# Complicated units

- **Faculty of Computing and Information Science**
- **Cornell Tech**
- **Cornell College of Business**